How to Hang Your Ceiling Fan

⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades (Figure 10).

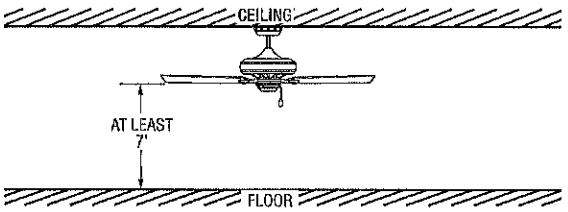


Figure 10

⚠ WARNING

The outlet box and joist must be securely mounted and capable of supporting at least 50 lbs. Use only a U.L. outlet box listed as "Acceptable for Fan Support".

⚠ WARNING

To reduce the risk of fire, electrical shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

☐ 1. Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box. (Figure 11.)

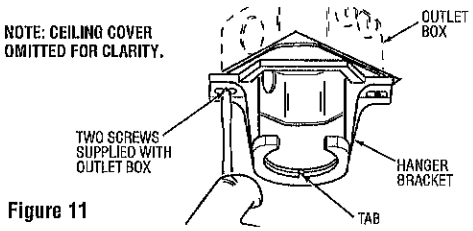


Figure 11

☐ 2. Carefully lift the fan and seat the hanger ball/downrod assembly on the hanger bracket that was just attached to the outlet box (Figure 12). Be sure the groove in the ball is lined up with tab on the hanger bracket (Figure 11).

⚠ WARNING

Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and/or outlet box are not securely attached, the fan could wobble or fall.

⚠ WARNING

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

⚠ WARNING

To avoid possible fire or shock, do not pinch wires between the hanger ball/downrod assembly and hanger bracket.

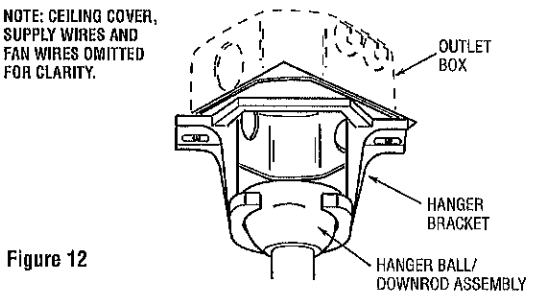

NOTE: CEILING COVER, SUPPLY WIRES AND FAN WIRES OMITTED FOR CLARITY.
OUTLET BOX
HANGER BRACKET
HANGER BALL/ DOWNROD ASSEMBLY

Figure 12

How to Wire Your Ceiling Fan

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before attempting installation.

NOTE: If you are not sure if the outlet box is grounded, contact a licensed electrician for advice, as it must be grounded for safe operation.

☐ 1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the grounding conductor of supply (this may be a bare wire or wire with green colored insulation). Securely connect wires with wire connectors supplied.

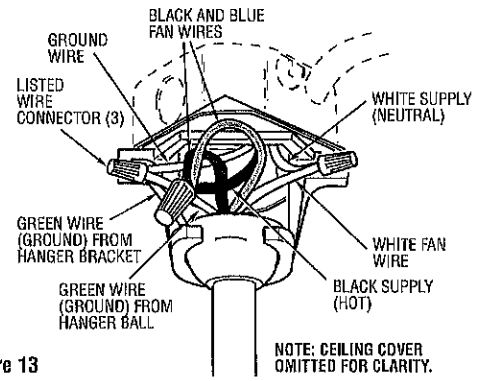

BLACK AND BLUE FAN WIRES
GROUND WIRE
LISTED WIRE CONNECTOR (3)
WHITE SUPPLY (NEUTRAL)
GREEN WIRE (GROUND) FROM HANGER BRACKET
WHITE FAN WIRE
GREEN WIRE (GROUND) FROM HANGER BALL
BLACK SUPPLY (HOT)
NOTE: CEILING COVER OMITTED FOR CLARITY.

Figure 13

NOTE: If you are using an Emerson Light Fixture with your fan, see Light Fixture Owner's Manual for wiring.

☐ 2. Securely connect the fan motor white wire to the supply white (neutral) wire using wire connector supplied (Figure 13). Securely connect the fan motor black wire and blue wire to the supply black (hot) wire using wire connector supplied (Figure 13). After connections have been made, turn leads upward and carefully push leads into the outlet box, with the green equipment-grounding conductor and white grounded neutral conductor on one side of the outlet box and the black and blue ungrounded conductors on the other side of the outlet box.

⚠ WARNING

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until blades are in place. Noise and fan damage could result.

☐ 3. Screw the two threaded studs (supplied) into the tapped holes in the hanger bracket.

☐ 4. Lift the ceiling cover up to the threaded studs and turn until studs protrude through the holes in the ceiling cover (Figure 14).

☐ 5. Secure the ceiling cover in place by sliding lockwashers over the threaded studs and installing the two knurled knobs (supplied). (Figure 14). Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling and the hole in the ceiling cover is clear of the downrod. Your fan is now wired to be turned on and off from the fan switch.

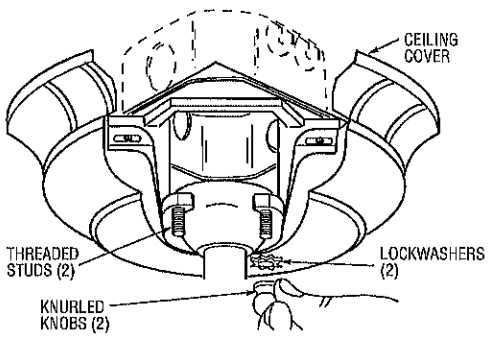


Figure 14

⚠ WARNING

To avoid possible fire or shock, make sure that the electrical wires are completely inside the outlet box and not pinched between the ceiling cover and the ceiling.

☐ 6. Cut the 3-speed switch pull chain to a desired length (optional). Connect the die-cast pendant (supplied) to the 3-speed switch pull chain by sliding the die-cast pendant (small hole first) onto the pull chain. Attach the chain coupling to the end of the chain and allow the die-cast pendant to fall down over the coupling.

Using Your Ceiling Fan

☐ **1.** Restore electrical power to the outlet box by turning the electricity on at the main fuse box.

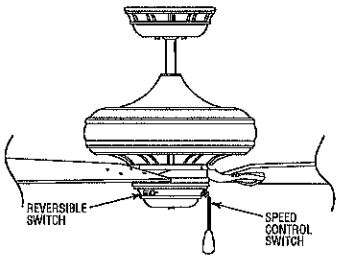
☐ **2.** Check the operation of the fan by gently pulling on the pull chain switch.

☐ **3.** All fans are shipped from the factory with the reversing switch positioned "down" to circulate air downward. If airflow is desired in opposite direction, turn your fan OFF and wait for the blades to stop turning, then slide the reversing switch to the "up" position, and turn fan on again.

☐ **4.** The fan blades will turn in the opposite direction and reverse the airflow.

Your fan model is equipped with a 4-position, 3-speed pull chain switch. The operating sequence is as follows:

Three-Speed
1st Pull—HIGH
2nd Pull—Medium
3rd Pull—Low
4th Pull—OFF



Reverse Switch Information

Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Down
Winter	Clockwise	Up

Maintenance

IMPORTANT CARE INSTRUCTIONS for your Ceiling Fan

Periodic cleaning of your new ceiling fan is the only maintenance that is needed.

When cleaning, use only a soft brush or lint free cloth to avoid scratching the finish.

Abrasive cleaning agents are not required and should be avoided to prevent damage to finish.

⚠ WARNING

Do not use water when cleaning your ceiling fan. It could damage the motor or the blades and create the possibility of an electrical shock.

Accessories

1. Ceiling Fan Light Kits (see store or catalog).
2. Ceiling Fan/Light Controls (see store or catalog).
3. Downrod Extension Kits (see store or catalog).
4. Ceiling Fan Blades (see store or catalog).

⚠ WARNING

The use of any other control not specifically approved for this fan could result in fire, shock and personal injury.

⚠ WARNING

This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure quality and product performance.

Choosing the Appropriate Mounting Location. Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Emerson Retailer for optional mounting accessories.

Using the Ceiling Fan Year Round. In the summer, use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a comfortable breeze, lower speeds consume less energy. In the winter, reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

Turn Off When Not in the Room. Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.

⚠ **WARNING: For your own safety, turn off power at fuse box or circuit breaker before trouble shooting your fan.**

Trouble Shooting

TROUBLE	PROBABLE CAUSE	SUGGESTED REMEDY
1. Fan will not start.	1. Fuse or circuit breaker blown.	1. Check main and branch circuit fuses or circuit breakers.
	2. Loose power line connections to the fan, or loose switch wire connections in the switch housing.	2. Check line wire connections to fan and switch wire connections in the switch housing. ⚠ **WARNING: Make sure main power is turned OFF.**
	3. Reversing switch in neutral position.	3. Make sure reversing switch position is all the way to one side.
2. Fan sounds noisy.	1. Blades not attached to fan.	1. Attach blades to fan before operating.
	2. Loose screws in motor housing.	2. Check to make sure all screws in motor housing are snug (not over-tight).
	3. Screws securing fan blade flanges to motor hub are loose.	3. Check to make sure the screws which attach the fan flanges to the motor hub are tight.
	4. Wire connectors inside switch housing rattling.	4. Check to make sure wire connectors in switch housing are not rattling against each other or against the interior wall of the switch housing. ⚠ **WARNING: Make sure main power is turned OFF.**
	5. Screws holding blades to flanges are loose.	5. Tighten screws securely.
3. Fan wobbles excessively.	1. Setscrew in motor coupling is loose.	1. Tighten both setscrews securely in the motor coupling.
	2. Setscrew in hanger ball/downrod assembly is loose.	2. Tighten the setscrew in the hanger ball/ downrod assembly.
	3. Screws securing fan blade flanges to motor are loose.	3. Check to be sure screws which attach the fan blade flanges to the motor are tight.
	4. Fan blade flanges not seated properly.	4. Check to be sure the fan blade flanges seat firmly and uniformly to the surface of the motor. If flanges are seated incorrectly, loosen the flange screws and retighten according to the procedure in the section on "How to Put Your Ceiling Fan Together".
	5. Hanger bracket and/or ceiling outlet box is not securely fastened.	5. Tighten the hanger bracket screws to the outlet box, and/or secure outlet box.
	6. Fan blades out of balance.	6. Interchanging an adjacent (side-by-side) blade pair can redistribute the weight and result in smoother operation.